

*****March 17, 2020*****

The Signal Mountain Town Council held a special meeting on Tuesday, March 17, 2020 in the Town Hall. The meeting was called to order at 5:59 p.m. Those present were:

Those present were: Mayor Dan Landrum
Vice Mayor Amy Speak
Councilmember Bill Lusk
Councilmember Susannah Murdock

Also present were: Town Manager Boyd Veal
Finance Director/Town Recorder Carol White
See attached list for others present

Mayor Landrum led the pledge of allegiance. A moment of silence was observed.

Mayor Landrum made a motion to accept the agenda as presented. Vice Mayor Speak seconded the motion. All present being in favor, the motion was approved.

Discussion

1. Scheduled Council Meetings. Mayor Landrum announced that the Governor has issued a State of Emergency due to the current coronavirus contagion. He said that the State Legislature may approve on-line meetings very soon. There was some discussion about the need to keep residents and staff from congregating. Mayor Landrum made a motion to suspend the next meeting. Councilmember Murdock seconded the motion. After a brief discussion, Mayor Landrum and Councilmember Murdock amended the motion to cancel the meeting of Monday, March 23rd. All present being in favor, the motion was approved.

Councilmember Lusk made a motion to suspend in-person Council meetings until such time as the Governor lifts the State of Emergency. Vice Mayor Speak seconded the motion. Following discussion, Councilmember Lusk and Vice Mayor Speak amended the motion to suspend in-person Council meetings until such time as the Governor lifts the State of Emergency, and in lieu of in-person meetings the Council shall hold meetings electronically if and when approved by the State Legislature. All present being in favor, the motion was approved.

2. Scheduled Boards/Committee Meetings. The Council discussed how to allow citizen participation at electronic meetings. Councilmember Lusk and Vice Mayor Speak made a motion to further amend the previous motion to state that the Council will suspend in-person Council, Board, and Committee meetings until such time as the Governor lifts the State of Emergency, and in lieu of in-person meetings the Council, Boards and Committees shall hold meetings electronically if and when approved by the State Legislature. All present being in favor, the motion was approved.

3. Continuity of Service Plan for Critical Services. Town Manager, Boyd Veal, said that the services identified as critical services are Police, Fire, garbage, water and building inspections. He informed the Council that mail will be held at the Post Office and will be picked up on Monday and Thursday of each week. Payments will be receipted by different staff on separate days. He said that e-mails and voice mail will be forwarded to employees. Mr. Veal said that staff plans to provide an average water bill to customers in order to alleviate the need for employees to be out in the public to read meters and having multiple employees in vehicles. He said the Town will forgive late fees and will not cut off service for non-payment during this crisis. He said this will enable a single Water Department employee to perform the necessary connection and disconnection of services, work orders, and other critical functions. Vice Mayor Speek said this is a good plan for the next 8 weeks. Council concurred.

Mr. Veal said that the Fire Department will restrict station visits. He said they are taking extra measures and following the emergency dispatch protocol. He said the Fire Department will respond to critical calls and will temporarily suspend responding to medical calls unless needed. Mr. Veal said that the Police Department will not respond to medical calls unless needed. He said that staff will routinely sanitize the stations.

Mr. Veal said that the recreation leagues have cancelled practices and games. He said that the Parks & Recreation staff will, three times daily, ionize and sanitize (through use of a fogging machine) the Town Hall, Fire and Police Stations, and Public Works if needed. He said the park restrooms will be sanitized twice a day. Mr. Veal said the pool is being filtered and that filters and chemical levels will be checked each day. He said that trash at the parks will be removed on Monday, Wednesday & Fridays, with ground maintenance suspended unless needed.

Mayor Landrum asked about providing employees with personal protective equipment (ppe). Mr. Veal replied there is no need if using the fogger, and that the Town does not have the ppe equipment and that it is not available.

Mr. Veal said that Public Works will cease regular operations and will take emergency calls only. However, he said, trash pick-up will continue 5 days a week, alternating drivers. Council held extensive discussion regarding the recycle center, and agreed to close the center until March 30th. Council agreed that Mr. Veal will study the situation and make a determination to change this at future time, if reasonable.

Council discussed how to pay employees who are asked to stay at home. Vice Mayor Speek made a motion to pay employees for the next 4 pay periods. The Town will continue to pay full-time employees their regular wage regardless of work assignments and will pay part-time employees equivalent to the average for the last 6 months regardless of work assignment. Councilmember Murdock seconded the motion. All present being in favor, the motion was approved.

Resolutions

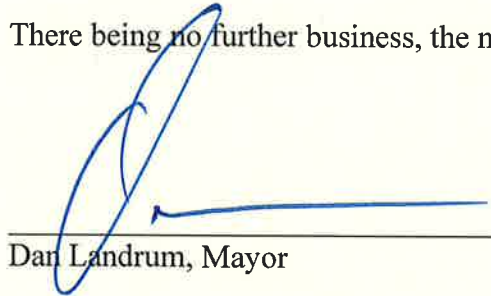
1. "A RESOLUTION DECLARING A STATE OF EMERGENCY WITHIN THE CORPORATE LIMITS OF THE TOWN OF SIGNAL MOUNTAIN, TENNESSEE AND ESTABLISHING ASSOCIATED PROTOCOLS AND AUTHORIZATIONS FOR MUNICIPAL OPERATIONS."

Councilmember Murdock made a motion to approve the resolution. Vice Mayor Speek seconded the motion. All present being in favor, the resolution was approved.

Other Business

Vice Mayor Speek said that she has complete trust in the Town Manager, Boyd Veal, and thanked him. The Council concurred. Mr. Veal stated that if there are any purchases needed over \$10,000.00, he will inform the Council by email.

There being no further business, the meeting was adjourned at 7:53 p.m.



Dan Landrum, Mayor



Recorder